

CHILDREN'S MINISTRY LEADER

JOB TITLE: Children's Ministry Leader
REPORTS TO: Lead Pastor
POSITION STATUS: Permanent Part-Time (20-30 Hrs/week)

POSITION:

The Children's Ministry Leader is a key player on the UDAC Staff team who works to disciple and foster environments for children to find faith in Jesus and then learn to walk deeply with Him. The role oversees the development of teams who will help to execute the ministry and, in some cases, provide leadership in the ministry. They will provide oversight to the children's ministry of the church, including Nursery, Preschool, Elementary and Summer Ministry. The role requires someone who is a self-starter, personable, empathetic, caring and able to delegate tasks to the volunteer team.

AREAS OF RESPONSIBILITY:

MINISTRY LEADERSHIP: 50% (10 Hours)

- Be a leader to leaders by developing teams and providing them with ongoing training, mentoring and shepherding, ensuring that they can execute at the highest levels for Jesus
- Give oversight to the different ministry areas (Nursery, Preschool, and Elementary), ensuring that they are running effectively and actively executing in the areas of evangelism and discipleship, helping to contextualize the Gospel of Jesus Christ to children in language and a format they understand.
- Build and create teams of people who will serve together, find community and execute a ministry to children
- Select a Bible-based curriculum that will provide direction and content to children that will effectively lead them in the discipleship process.

SCHEDULING: 10% (2 Hours)

- Actively recruit volunteers to serve the needs of the ministry, casting vision, providing opportunities and placing volunteers into ministry areas.
- Schedule volunteers using Planning Centre so that there is an active plan to execute the ministry and all positions are filled and planned for approximately 5-6 months ahead of time.

CARE: 10% (2 Hours)

- Understand the needs of children and families to provide care and ministry to them.
- When appropriate, liaise with the Care Ministries Pastor to provide resources and benevolence to children and families in their times of need.
- When appropriate, refer, in partnership with parents or guardians, children to counselling resources.

SAFETY: 10% (2 Hours)

- Working with the Church Administrative Assistant, execute the Safer Families Policy, ensuring that KidZone adheres to and follows a safety procedure so that children can safely come to Jesus.
- Ensure all volunteers are screened and properly vetted for ministry.
- Have a deep understanding of the Safer Families Policy to be able to train others on why and how it is implemented.

ADMINISTRATION: 20% (4 Hours)

- Attend the weekly Staff Meeting on Mondays, actively participating and engaging.
- Work in partnership with the Lead Pastor to develop a budget for the Children's Ministry.
- Track attendance to consider the needs and opportunities that are present within the ministry.

- Develop a clear communication path with families to help them understand and engage in the ministry programming.
- Engage in the ministry of the Church with the intent of building relationships with families (EX: Newcomers events, showers, retreats, family camp, worship night, etc.)

QUALIFICATIONS:

- A genuine relationship with Jesus that is growing and modelled through spiritual maturity and genuine affection for the Lord.
- A spiritual giftedness in shepherding and care, a person of integrity who genuinely cares and loves others while providing inspiring servant leadership to help them forward.
- Proven experience in leading people in their walks with Jesus, with strong interpersonal and communication skills. A self-starter with a personality that finds life in connections and interactions with everyone.
- Someone who is flexible and can work well on a team. Someone willing to share ideas but also collaborate with the team, bringing forward the best collective thought.
- Ministry experience with a strong grounding in biblical knowledge and a commitment to the Alliance Canada's statement of faith and call to excellence.
- Must be legally eligible to work in Canada before being hired and willing to complete the screening process as well as Alliance Canada's licensing process.

TERMS OF EMPLOYMENT:

- Competitive remuneration and an employment package will be offered and reviewed annually.
- Professional Development opportunities could be provided should they arise.

APPLICATION PROCESS:

Please send your cover letter and resume to Pastor Aaron Moore at aaron@udac.ca with the subject Children's Ministry Leader Application.